

February 10, 2015

2:00 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A of Newport City Hall. In attendance were Committee members Jeff Bertuleit (Committee Chair), Susan Reese, Mark Watkins, Ken Brown, and Ralph Grutzmacher; committee member Debra Smith and City Council liaison Ralph Busby had previously advised they would not be able to attend. Also in attendance were: City Manager Spencer Nebel, Airport staff Lance Vanderbeck, prospective committee member Gary Baker, and Committee staff Bob Fuller (Public Works).

- I. Call to order.
The meeting was called to order at 2:00 PM by Committee Chair Jeff Bertuleit.
- II. Roll call.
- III. Approval of January 13, 2015 minutes.
Motion was made and seconded to approve the minutes of the January 13, 2015 meeting. The motion passed on a unanimous voice vote.
- IV. Selection of two committee members for the ONP Regional Task Force
Ralph Grutzmacher and Susan Reese volunteered to participate in the task force. Task force meeting dates will be announced later.
- V. Presentation and discussion of "Expressions of Interest" received.
Nebel advises there were three responses to this item (see packet for detailed responses). He noted all three respondents have experience operating airports. He has not communicated back to the respondents.

He noted Vanderbeck has provided a response/opinion; this item is attached to these minutes for the committee's consideration. Nebel said the question for the committee to consider is: Are we confident the City received a meaningful response to this process to justify proceeding with recommending/referring an RFP process to City Council? He noted the "Expression of Interest" process was structured as an "all" or "in part" proposal; i.e., is the interest in operating the FBO, the airport, or both? Any of these scenarios are viable given the three respondents' experience credentials.

Nebel requests the committee be ready by the next meeting date to recommend either an RFP process or internal management. He advised

he will provide an outline of the pros and cons of the various management scenarios. He further requests the committee review the Expressions of Interest by next meeting; at that time we will need a consensus one way or the other.

VI. Summary report of committee priorities and goal setting for submission the City Council

A motion was made and seconded to approve the top five goals as noted in the City Manager's memo (included in February packet) and forward to City Council Goal Setting session; the motion passed on a unanimous voice vote. The goals are:

- (1) Explore the expansion of water and sewer services to the Airport and surrounding properties.
- (2) Pursue commercial and/or private-for-hire airline service to facilitate regional travel to the Central Coast utilizing the Newport Municipal Airport for such organizations as NOAA, the expanded Marine Science Initiative, OMSI, and the general community.
- (3) Review opportunities to increase revenue to lessen the financial burden for operating the Airport on the City, including reviewing the various fees and lease rates charged by the Airport and increasing utilization of the Airport to assure an appropriate return to the Airport.
- (4) Complete the review of the overall organization and management of the Airport operations to implement a permanent, sustainable management system to meet the overall goals of the City of Newport, and to include the regionalization of the Airport operations.
- (5) Explore the possibility of constructing additional T-Hangars at the Municipal Airport.

Nebel advised these goals will be addressed by City Council as regards to funding, if the goals are accepted by the Council. That happens at Council level with the budget process; we'll be putting the goals on the agenda as a regular entry. By the end of the year we'll have a more detailed idea of each goal. This will be a multi-year process.

VII. Review prospective committee member application

Prospective committee member Gary Baker presented his bona fides for membership on the Newport Airport Committee. His application is included in the February packet. A motion was made and seconded to recommend Baker's membership to the Mayor; the motion passed on a unanimous voice vote.

VIII. ONP Operations Report

Vanderbeck reviewed the operations report (included in the February packet). A discussion ensued regarding the Oregon Pilots' Association conference to be held at the Newport Airport in June. Watkins emphasized

that he and other area pilots are available to help with logistics, setup, and related tasks.

IX. Committee Comments

Watkins noted the recent negative press regarding the airport; he questioned whether the airport should continue to do business with persons who seem to have chronic issues with the FAA. Nebel said he will bring some pertinent material for next meeting's consideration. Nebel also requested adjusting the next meeting date to March 17th; all agreed to this change (Fuller will communicate this change to Debra Smith and Ralph Busby).

X. Public Comments

Jim Shaw asked how many people are expected at the OPA conference. Vanderbeck advised about 110 persons and 20-30 aircraft. Shaw also advised the memorial to Doug Nebert is ready to be placed; it was suggested an appropriate time for the placement ceremony would be the next Saturday BBQ at the airport at 12:30 PM. Nebel said he would be attending the ceremony.

Dave Williams of USDA Wildlife Services introduced himself to the committee and advised his agency is here to assist the airport with wildlife hazard mitigation. He said he has state and county funding and is familiar with FAA rules and regulations regarding wildlife, please contact me when/as needed.

XI. Develop next agenda

- a. Recommend to City Council either proceeding with RFP for airport management or proceeding with internal management process.

XII. Adjournment

Having no further business, the meeting was adjourned at 3:35 PM.